



## National Finance Center Customer Notification

**Date of Notification:** May 10, 2010

**Subject:** NFC's Memorial Day Holiday Schedule

**Customers Affected:** All

**Dear Customer:**

In observance of the Memorial Day Holiday, the National Finance Center's (NFC) offices will be closed Monday, May 31, 2010 including the following help desks: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, (3) NFC's WebTA Help Desk servicing designated USDA and HUD customers, and (4) NFC's Administrative Billings and Collections Office (ABCO) and the Claims Inquiry lines.

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule.

As always, the NFC Operations and Security Center staff will be available 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via e-mail at [osc.etix@usda.gov](mailto:osc.etix@usda.gov).

If you have any questions regarding this notification, please contact the NFC's Client Management Branch at [Customer.Support@usda.gov](mailto:Customer.Support@usda.gov).

JF/M2-10-009/008

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#### "Tip of the Week"

Agencies are encouraged to run the Missing T&A Reports for Full and Part-time Employees (CULP0013) starting the day after initial transmission of T&A's and the T&A's With Missing Personnel Actions Report (CULP0099) to address T&A's suspended because a Personnel Action is required for accessions, extension of appointments, return to duty, separations, etc.